Town of Hilton Head Island
Circle to Circle Committee Meeting
Wednesday, September 16, 2015
8:30 a.m.
Benjamin M. Racusin Council Chambers

AGENDA

As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting.

1. **Call to Order**

2. **Freedom of Information Act Compliance**
   Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

3. **Approval of Agenda**

4. **Approval of Minutes –** September 2, 2015 Meeting

5. **Old Business**

   A. Urban Planning Services

6. **New Business**

   A. Review of Traffic Data

      i) Existing Conditions

      ii) Level of Service Issues

      iii) Potential Recommendations

7. **Appearance by Citizens**

8. **Meeting Summary and Topics for Next Meeting**

9. **Adjournment**

Please note that a quorum of Town Council may result if four or more of their members attend this meeting.

Circle to Circle Committee Meeting Notes
September 2, 2015
8:30 a.m.
Council Chambers, Town Hall

Circle to Circle Committee Members present:	Jim Gant (Chairman), Jack Daly, Tom Sharp, David Bachelder, David Ames, Kyle Theodore, Mike Thomas, Joe Kiernan, Leslie Richardson, Carleton Dallas, Tom Lennox
Town Staff present:	Shawn Colin, Shea Farrar, Jennifer Ray, Tom Fultz, Steve Riley

- Chairman Gant began the meeting at 8:35 a.m.

- Chairman Gant introduced the only agenda item: Urban Planner Scope of Work and Selection Criteria.

- The Committee discussed the procurement of services for an urban planner to assist the Committee with preparing the Circle to Circle Master Plan.

- Tom Fultz discussed the process that would be used to procure the services and how selection is made.

- The Committee reviewed the materials and provided comments on desired products. The materials will be revised and recirculated based on these comments.

- Following public comments, Chairman Gant adjourned the meeting at 10:25 a.m.

Meeting date: September 2, 2015   Approved:

Chairman: _____   Submitted by: Shea Farrar
        Jim Gant